

MILPERSMAN 1331-040

NAVY CHAPLAIN CORPS (CHC) OFFICER CAREER STATUS

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References	(a) OPNAVINST 1120.9 (b) DODI 1304.28 (c) SECNAVINST 1920.6C (d) CHNAVPERs memo 1212 Ser 00/109 of 14 Feb 13 (e) SECNAVINST 5351.1 (f) NAVPERS 15839I, Navy Officer Manpower and Personnel Classifications, Volume I,
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1. **Background.** A Chaplain Corps (CHC) officer serves in the Department of the Navy (DON) by agreement between the Navy and the Chaplain's Religious Organization (RO). The Navy communicates with the RO through the RO's identified endorsing agent. Chaplains are required to have a signed DD 2088 Statement of Ecclesiastical Endorsement from their respective endorsing agents in order to be eligible to serve in the Navy per references (a) and (b). An endorsing agent may cancel a chaplain's endorsement at the discretion of the RO. An Active Component chaplain, including a chaplain moving from the Reserve Component to the Active Component, initially receives an endorsement lasting 3 years. The 3-year endorsement affords the RO some flexibility with respect to its own manpower decisions. It also allows the Navy an opportunity to assess the performance of the chaplain. At the 3-year point, the DD 2088 of indefinite duration must be complete.

2. **Purpose.** This article governs the procedure by which chaplains inform the Navy of their intent to serve beyond the initial 3 years and the procedure by which the request for continued service is reviewed and either accepted or denied.

a. A CHC officer career status board shall be held annually.

b. Navy Personnel Command (NAVPERSCOM), Chaplain Assignment/Placement Branch (PERS-4414) shall inform chaplains, whose names will appear before the annual CHC career status board, of the convening date of the career status board and the specific due dates for submitting career status board packages to the board.

c. Failure of the chaplain to apply, or be selected by the CHC officer career status board may subject the officer to involuntary release from active duty (ACDU), per references (a) through (d) and MILPERSMAN 1920-250.

3. Determining CHC Officer Career Status Board Eligibility

a. Chaplains shall be considered by the CHC officer career status board convening for the fiscal year in which the chaplain's 3-year endorsement expires.

b. The 3-year endorsement expires on the 3-year anniversary of the chaplain's entry on ACDU. Examples are as follows:

(1) A chaplain enters ACDU on 1 August 2012. The 3-year endorsement expires 31 July 2015; therefore, the chaplain would be considered on the FY-15 CHC officer career status board.

(2) A chaplain enters ACDU on 1 November 2012. The 3-year endorsement expires 31 October 2015; therefore, the chaplain would be considered on the FY-16 CHC officer career status board.

4. The Chaplain's Responsibility. It is the responsibility of the chaplain to:

a. Obtain a signed DD 2088 from the chaplain's endorsing agent, requesting endorsement for extended ACDU (indefinite) (DD 2088, block 3i(4));

b. Request a written recommendation from the chaplain's current commanding officer (CO) concerning the chaplain's potential for continued service within the DON;

c. Request a written recommendation from the first Navy chaplain, at the rank of captain, in the chaplain's chain of command. Chaplains who do not have a Navy chaplain at the rank of captain in their chain of command shall contact NAVPERSCOM (PERS-4414) for guidance; and

d. Forward the aforementioned documents, along with a cover letter of intent, to Bureau of Naval Personnel (BUPERS), CHC Officer Community Manager (BUPERS- 316) in time to ensure arrival prior to the convening of the CHC officer career status board for the applicable fiscal year.

5. **The CO's Responsibility**

a. It is the CO's responsibility to make a specific recommendation concerning the chaplain's continued service. The recommendation, written on command letterhead, shall specifically state whether, in the CO's opinion, the chaplain:

(1) Has effectively adapted to military life;

(2) Has demonstrated pay grade appropriate skills as a staff member and or as a supervisor; and

(3) Should continue to serve based on professional performance and character.

b. COs shall not base their recommendations on their own personal religious beliefs or lack thereof.

c. Further guidance for assessing the chaplain's professional comportment is in reference (e).

d. The CO shall submit the written recommendation to BUPERS-316 at least 30 days prior to the convening of the CHC officer career status board for the applicable fiscal year.

6. **Senior Supervisory Chaplain's Responsibility**

a. It is the responsibility of the first Navy chaplain, at the rank of captain, in the chaplain's chain of command, to provide a specific recommendation concerning the chaplain's continued service. The recommendation, written on command letterhead, shall specifically state whether, in the opinion of the writer, the chaplain:

(1) Has made a good faith effort to balance the tenets of the chaplain's RO with the requirements of the military;

(2) Should continue to serve based on professional performance and character.

b. Senior supervisory chaplains shall not base their recommendations on their own personal religious beliefs.

c. Further guidance for assessing the chaplain's professional comportment is in reference (e).

d. The senior supervisory chaplain shall submit the written recommendation to BUPERS-316 at least 30 days prior to the convening of the career status board for the applicable fiscal year.

7. **The Chaplain Corps' (CHC's) Responsibility**

a. If BUPERS-316 does not receive a chaplain's indefinite DD 2088, CO's recommendation, and the senior supervisory chaplain's recommendation, the CHC shall begin the process of administrative separation for loss of professional qualifications, as indicated in MILPERSMAN 1920-250, for separation at the 3-year anniversary of the chaplain's entry on ACDU.

b. BUPERS-316, upon receipt of all documents required for the career status board, will review the chaplain's record. BUPERS 316 shall provide the chaplain with any adverse information contained in the CO's or senior supervisory chaplain's recommendation at least 14 days prior to the convening of the board. The chaplain may respond to this adverse information by providing a letter to the board.

c. The CHC officer career status board shall make a recommend either for continued service in the CHC or against continued service in the CHC to NAVPERSCOM, Personnel Performance and Transition Division (PERS-83) no later than 6 months before the expiration of the chaplain's 3-year endorsement.

(1) Recommendations for continued service shall be accompanied by a career status screening code entry "51S" by NAVPERSCOM (PERS-4414) in the service member's electronic service record, per reference (f).

(2) Recommendations for separation due to withdrawal of ecclesiastical endorsement shall be processed per reference (c) and MILPERSMAN 1920-250. Recommendations for separation due to misconduct shall be processed per reference (c).

Recommendations against continued service in the CHC due to failure to meet professional standards, per references (a), (b), and (e), shall be referred to a probationary officer continuation and re-designation board per reference (d). The chaplain's electronic service record shall not be marked with the career status screening code.